



## Controller - Treasurer

### Fees and Charges Review Checklist

<b>Department</b>	Agriculture & Environmental Management	<b>Budget Unit #</b>	0262
<b>Contact Person</b>	Steffan Thomas, DFO	<b>Cost Center #</b>	5663
<b>Email Address</b>	<a href="mailto:Steffan.thomas@CEP.sccgov.org">Steffan.thomas@CEP.sccgov.org</a>	<b>SAP GL Acct #</b>	4107400
<b>Telephone</b>	(408) 472-3871	<b>Fund #</b>	0001
		<b>Board Transmittal #</b>	

**For every fee/charge in your request please provide the following information:**

<b>1. Type of Fee/Charge submitted for Review:</b>	All Other Device Fee
<b>2. Current Rate:</b>	\$20.00 (or rate)
<b>3. Proposed Rate:</b>	\$26.00 (or rate)
<b>4. Fee(s) Last Revised (If &gt; 3 years, explain below):</b>	July 1, 2013
Weights & Measures fees are capped by State law. California has not increased W&M fees since 2013. Santa Clara County has been charging the maximum amount permitted since 2013.	

Documentation for Controller-Treasurer's review for fee rate calculation should include:

- Related laws or regulations as applicable to fee.
- County Counsel review of department's proposed fees (If applicable), mandatory for all new fees/charges.
- Supporting Documentation and Computation worksheets for the proposed fee or charge.

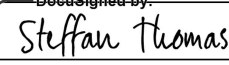
*\* Please forward any revised/new fees proposal to Controller- Treasurer at least 45 days before submission to the Board.*

Please refer to the County's Fees and Charges Policies and Procedures for detailed instructions and guidance; or contact one of the Cost Management team (see below) in Controller-Treasurer Department if you have questions.

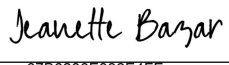
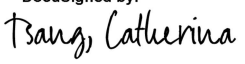
Primary Contact: Jeanette Bazar at (408) 299-5225 or [jeanette.bazar@fin.sccgov.org](mailto:jeanette.bazar@fin.sccgov.org)

Alternatives: Kai Duong at (408) 299-5233 or [kai.duong@fin.sccgov.org](mailto:kai.duong@fin.sccgov.org)

Catherina Tsang at (408) 299-5216 or [catherina.tsang@fin.sccgov.org](mailto:catherina.tsang@fin.sccgov.org)

<b>Request Submitted By:</b> Steffan Thomas	<b>Date:</b> 2/1/2024	<b>Signature:</b>  2266C5DDF34A45C...
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#### Controller-Treasurer's Review:

<b>Reviewed By:</b> Jeanette Bazar	<b>Date:</b> 2/1/2024	<b>Signature:</b>  67B6286E332E4FE... DocuSigned by:
<b>Reviewed By:</b> Tsang, Catherina	<b>Date:</b> 2/1/2024	<b>Signature:</b>  8ADA229CF875466... DocuSigned by:

#### Controller-Treasurer Comments/Considerations:

Please attach this checklist along with your Board transmittal. Thank You.



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		<b>Board Transmittal #</b>	

**For every fee/charge in your request please provide the following information:**

<b>1. Type of Fee/Charge submitted for Review:</b>	Computing Scale Device Fee
<b>2. Current Rate:</b>	\$20.00 (or rate)
<b>3. Proposed Rate:</b>	\$25.00 (or rate)
<b>4. Fee(s) Last Revised (If &gt; 3 years, explain below):</b>	July 1, 2013
Weights & Measures fees are capped by State law. California increased the maximum fee to \$23 in 2019, but CEPA overlooked the fee increase at that time.	

Documentation for Controller-Treasurer's review for fee rate calculation should include:

- Related laws or regulations as applicable to fee.
- County Counsel review of department's proposed fees (If applicable), mandatory for all new fees/charges.
- Supporting Documentation and Computation worksheets for the proposed fee or charge.

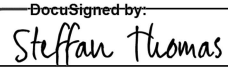
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<b>Request Submitted By:</b> Steffan Thomas	<b>Date:</b> 2/1/2024	<b>Signature:</b> 
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DocuSigned by:

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<b>Reviewed By:</b> Tsang, Catherina	<b>Date:</b> 2/1/2024	<b>Signature:</b> 

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#### Controller-Treasurer Comments/Considerations:

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**Updated 05/17/21**



## Controller - Treasurer

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		<b>Board Transmittal #</b>	

**For every fee/charge in your request please provide the following information:**

<b>1. Type of Fee/Charge submitted for Review:</b>	Vapor Submeter Device Fee
<b>2. Current Rate:</b>	\$4.00 (or rate)
<b>3. Proposed Rate:</b>	\$10.00 (or rate)
<b>4. Fee(s) Last Revised (If &gt; 3 years, explain below):</b>	July 1, 2013
Weights & Measures fees are capped by State law. California has not increased W&M fees since 2013. Santa Clara County has been charging the maximum amount permitted since 2013.	

Documentation for Controller-Treasurer's review for fee rate calculation should include:

- Related laws or regulations as applicable to fee.
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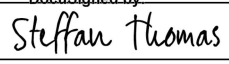
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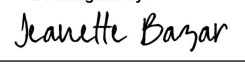
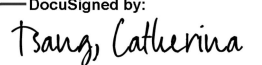
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**For every fee/charge in your request please provide the following information:**

<b>1. Type of Fee/Charge submitted for Review:</b>	Water Submeter Device Fee
<b>2. Current Rate:</b>	\$2.00 (or rate)
<b>3. Proposed Rate:</b>	\$6.00 (or rate)
<b>4. Fee(s) Last Revised (If &gt; 3 years, explain below):</b>	July 1, 2013
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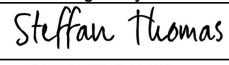
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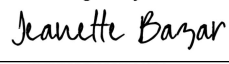
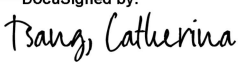
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**Updated 05/17/21**